

PROTOCOL FOR THE SELECTION OF THE FACULTY TEACHING AWARD

College of Engineering, University of North Texas

Committee of Faculty Council

Revised on February 18, 2022

Due Date: March 31 (annually)

The Faculty Teaching Award is for a faculty member (including untenured professors and lecturers), who is outstanding in teaching during the past calendar year. Each department nominates one candidate from the department to the Dean's office. The College Faculty Awards Committee will evaluate each nominated candidate to select the best one to recommend to the Dean. Based on the recommendation from the committee, the Dean will make the final decision. The nomination package should include CV of the candidate, the products (the number of new courses developed, the original educational tools developed, the number senior design projects supervised, etc.), the mentoring achievements (the number of thesis/dissertation graduate students, the activities on mentoring K-12 and undergraduate students), student comments on teaching, the student recruiting activities (such as the number of visits for recruiting graduate and undergraduate students), outreach to promote and support underrepresented groups in engineering, and other recognitions in teaching, such as outside awards in teaching and education, faculty advisory activities for societies, and etc.

The guidelines for the selection of the Faculty Teaching Award are:

1. Mentoring (weigh as 30%): mentoring activities for K-12 and undergraduate students, supervision of senior design projects, mentoring thesis graduate students, mentoring post- doctorates and scholars.
2. Student feedback (weigh as 30%): written comments from the students through SPOT, "Thank a Teacher" program, or other channels.
3. Other evidence (weigh as 40%):
 - a. Products: number of new courses development, original educational tools developed, number of senior projects supervised, etc.
 - b. Recruiting: new student recruiting activities, reaching out to underrepresented students, etc., external awards related to teaching and education
 - c. Teaching related grants
 - d. Student advisory activities for societies

A faculty member can receive the teaching award only once in a 5-year period.